

**Minutes of Meeting
Board of County Commissioners
January 9, 2023
1:30 p.m.**

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bill Brooks and Commissioner Bruce Mattare met to discuss the following agenda items. Also present were Clerk Jennifer Locke, Finance Director Brandi Falcon, Assessor Bela Kovacs, Chief Deputy Assessor Ben Crotinger, KCSO Sheriff Robert Norris, Adult Misdemeanor Probation (AMP) Director Keith Hutcheson, BOCC Administrative Supervisor Leighanna Keiser, BOCC Administrative Secretary Julie Kamps, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Kootenai County Residents Steve Anderson, Frank O’Connell and William Le.

- A. Call to Order:** Chair Leslie Duncan called the meeting to order at 1:30 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

Nomination/Appointment of Board Chair Pro Tem, Pursuant to Idaho Code §31-706 (Action)

Commissioner Bill Brooks nominated Commissioner Bruce Mattare for Board Chair Pro Tem.

Commissioner Brooks moved that the Board appoint Commissioner Bruce Mattare as Chair Pro Tem. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Commissioner Representation (Action)

Chair Duncan that she had grouped the various assignments in terms of amount of time each typically consumed and the complexity of the position. She indicated that she would like to assure that duties were fairly shared and no one overburdened.

The following assignments were made:

Departments (Action)

Adult Misdemeanor Probation	Bruce Mattare
Airport	Bruce Mattare
BOCC Administration	Leslie Duncan
Buildings & Grounds	Leslie Duncan
Community Development	Bill Brooks

Resource Management	Bruce Mattare
Information Technology	Bruce Mattare
Juvenile Detention	Bruce Mattare
Juvenile Probation	Bruce Mattare
Public Defender	Leslie Duncan
PD Conflict Attorney Program	Leslie Duncan
Parks & Waterways/Noxious Weeds/Snowgroomers	Leslie Duncan
Reprographics/Mail Center	Bill Brooks
Solid Waste	Bill Brooks
Veterans' Services	Bill Brooks

Advisory Boards (Action)

Aquifer Protection District	Leslie Duncan
Board of Community Guardians	Bill Brooks
Airport Advisory Board	Bruce Mattare
Fleet Management Committee	Leslie Duncan
Historic Preservation Commission	Bruce Mattare
Natural Resource Advisory Board	Leslie Duncan
North Idaho Fair Board	Bill Brooks
Noxious Weed Control	Leslie Duncan
Planning & Zoning Commission	Bill Brooks
Snowmobile Advisory Board	Leslie Duncan
Parks & Waterways Board	Leslie Duncan

Elected Officials (Action)

Assessor	Leslie Duncan
Clerk	Bruce Mattare
Coroner	Bruce Mattare
District Judges	Leslie Duncan
Prosecutor	Bruce Mattare
Sheriff	Bill Brooks
Treasurer	Leslie Duncan

Community Organizations (Action)

Basin Environmental Improvement Planning Commission	Leslie Duncan
Basin Environmental Improvement Planning Commission Alternate	Bill Brooks
CDA Area Economic Development Corp. Board (Chair)	Leslie Duncan
CDA Chamber Board	Bruce Mattare
Centennial Trail Foundation	
Includes Joint Powers Board, meets once a year	Leslie Duncan
District Magistrate Commission (Chair)	Leslie Duncan
Hayden Area Regional Sewer Board	Leslie Duncan
Hayden Area Regional Sewer Board Alternate	Bruce Mattare
Kootenai County Emergency Medical Services System	

Joint Powers Board	Bruce Mattare
Kootenai Metropolitan Planning Organization	Bruce Mattare
Kootenai Metropolitan Planning Organization Alternate	Bill Brooks
North Idaho Crisis Center	Bill Brooks
Panhandle Area Council	Leslie Duncan
Panhandle Area Council Alternate	Bruce Mattare
Panhandle Health District Board of Directors	Bill Brooks when Dr. term expires in June
Panhandle Health District Annual Budget Consideration (Chair)	Leslie Duncan
Hayden Chamber of Commerce	Leslie Duncan
Local Emergency Planning Committee	Bruce Mattare
Post Falls Chamber of Commerce	Bill Brooks
Rathdrum Chamber of Commerce	Leslie Duncan
University of Idaho Extension Office	Bruce Mattare

Commissioner Brooks moved that the Board approve and ratify the selections made in the meeting. Commissioner Mattare seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Mattare: Aye
Chair Duncan: Aye

The motion carried.

Chairman Comments (Discussion)

Chair Duncan remarked that the Status Updates would be returned to a full meeting status, at 10:00 a.m. on Tuesdays, for a while, to allow Commissioner Mattare time to become fully informed about ongoing issues.

- D. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing.

Kootenai County Resident Steve Anderson asked when open positions on the different Advisory Boards would be addressed.

Chair Duncan replied that this would be taken up in the 10:00 a.m. Status Update meeting tomorrow. She said that there were openings on the Airport Advisory Board, Parks & Waterways Advisory Board and the Historic Preservation Commission.

Mr. Anderson remarked that the Airport Advisory Board would hold a meeting tomorrow or Wednesday to vote for its officers. He stated that the Board had two vacant positions and asked how that would be handled.

Chair Duncan said that this would also be addressed in the Status Update tomorrow.

E. Adjournment (Action): Chair Duncan adjourned the meeting at 1:55 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk